**Call for Expression of Interest to handle logistics of National Integrated Biological Specimens and Results Referral**

**Goal/objective**

The overall goal of engagement of private contractors for specimens’ transport is to improve quality, security and traceability of medical laboratory specimens from around the country to the national public health laboratory in Juba. The target of engagement of a specimen Referral vendor to establish a private and independent movement of specimen from point of collection to point of testing. This model is aimed to enhance timely specimen, result, and panel delivery at expected condition.

ICAP, in collaboration with the South Sudan Ministry of Health/National Public Health Laboratory (NPHL), is seeking a reliable, experienced firm/company/association with experience in shipping biological specimens. An expert in fleet management, cold chain management, and record of accomplishment in the transportation of biological specimens will be required to establish an integrated specimen referral system.

**Terms of Reference (TOR) for Private Vendors to handle logistics of National Integrated Specimens and Results Referral**

**Responsibilities of Specimen Referral vendor**

The vendor is expected to handle all aspects of logistics uninterrupted specimen flow from points of collection to designated hubs and the national public health laboratory in Juba in a manner that ensures quality, security, and traceability of specimens.

* Pick up of specimen at spokes health facilities to the hub in the right condition within the expected turnaround time.
* Handle all ground and air transport of biological/laboratory specimens from point of collection to nearest/designated testing laboratory.
* Filling and signing of all documentations (shipping checklist, driver log, and specimen-tracking log) required to accomplish specimen.
* Regular communication with spoke, hub, and national public health laboratory focal persons.
* Take responsibility for safe and timely delivery of specimens to the right person/place
* Ensure specimens are packaged, labeled, and delivered to the focal person to transport prior to the arrival of the aircraft, car, or bike.
* Submit weekly tracking reports to hub coordinators
* Take responsibility for missing and misplaced specimens and repeat shipment without cost to the ministry of health and its affiliates.
* Train and mentor specimen transporters across the transport network.
* Compliance to IATA requirements, specimen rejection and acceptance criteria.
* Ensure all required shipment devices are available and properly maintained
* Ensure appropriate personal protective equipment are available and utilized
* Monitor and analyzes performance in-order to assure compliance with service agreement and continuous improvement of service.
* Performs contract administration procedure to ensure that all changes to the contract are made in accordance with the base agreement and the interest of ICAP and that an audit trail is maintained.

**Vendor Qualification/ Experience**

* Proven experience in specimen management and transportation; similar projects.
* Company, national organization/ association registered in South Sudan.
* Knowledge/experience of the South Sudan health system and laboratory networks.
* Experience in logistics management for health commodities such as vaccination, medicines, laboratory, and other biological specimens.
* Organizational structure that demonstrates the professional/ technical and operational/logistics capacity of the vendor to handle biological/ infectious materials.
* Vendor presence in South Sudan and at least three states.
* Vendors should demonstrate financial and operational capacity to maintain services on reimbursement capacity in circumstances of delayed payment.

**Responsibility of Ministry of Health/ National Public Health Laboratory**

Ministry of health/ in collaboration with its partners will provide training and mentorship of fleet staff, regular review of operations, and risk assessments. The Ministry of Health and partners will also be responsible for payment of agreed upon fees.

**Duration**:

One-year pilot, subject to extension based on performance and funding

**Documents to submit:**

Organizational capability statement highlighting the vendor’s experience and capabilities in the areas of interest as described above.

Organizational structure of the vendor and profile of key people in the organization.

One page statement how the organization is fit to take up this work, relevant experiences, potentials and why the organization should be selected.

**How to apply:**

Interested vendors should submit described above to ICAP office, Plot #25, Block 3-k, Kololo area. South Sudan Country office, Juba.